

# OMNI TA Newsletter

Volume 50 | February 15, 2023

## Important CSB Portal Responsibilities

### Virginia Prevention Works!

*Behavioral Health Wellness Portal*

The Virginia Prevention Works portal is an accessible website that houses updates, announcements, information and resources relevant to prevention work across Virginia.

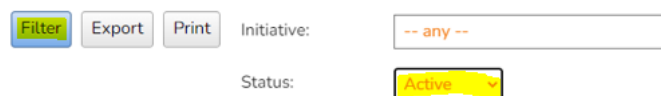
To make sure that you are receiving the most up to date information from OMNI, OBHW, and other CSBs, make sure that your portal profile is current, and you are receiving notifications. Here are a few housekeeping tasks to make sure your portal profile is up to date and general reminders of what is in the portal. The portal no longer requires 2-factor authentication, so logging in should now be quick!

- **Update your title, areas of responsibility, and if you are a certified prevention specialist through VCB.** To do this, click on Members Home and select "Edit Profile" in the dropdown menu. In the Edit Profile page scroll down and update any of the fields that may have changed.
- **Update your notification settings.** Under the Members Home tab in My Account, you can click on all the types of posts to which you would like to subscribe to receive consistent notifications.
- **If you have new staff, email OMNI to request that they receive registration instructions** Also have them check out the [New Staff Onboarding page](#) to get acquainted with all of the platforms and resources available from OBHW and OMNI.
- **Review any upcoming deadlines** in the [Upcoming Due Dates page](#) to make sure you are on track with meeting grant requirements.
- **If you notice an error on a page**, reach out to OMNI to address it as soon as possible.
- **Note that there are 'Quick links'** to PBPS, VASIS, Success Story submission, and Counter Tools and recent posts/events all easily accessible in the *Members Home* page for when you need them.

## PBPS Mid-Year Data Entry Progress Check

It's hard to believe but we've passed the halfway point of the Block Grant FY 2022-23 already! Our TA Team has noticed that some CSBs have lower-than-expected numbers of activities entered in PBPS for this time in the fiscal year.

### Campaigns



**Please be sure to keep up on data entry of your implementation activities in PBPS.** This will help yours and OMNI's teams stay up-to-date on reviewing and avoid a bottleneck of data entry and corrections at the end of the fiscal year. Data should be entered into PBPS regularly as activities occur throughout the year. Here is a helpful method to check on your activity levels in PBPS:

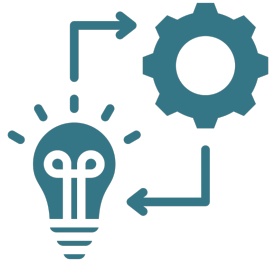
- Go to your Plan Channel and select cohorts or campaigns.
- From the Filter options, select "Active" to show all your current cohorts/campaigns (see screenshot).
- On the right side of the resulting list, you will see a column called, "Activities" that will display how many activities have been entered in the Implement Channel for each cohort/campaign. You can sort this column to better see all strategies with no or low numbers of activities entered.

- **Please review these no/low activity cohorts/campaigns** and investigate why this might be so. Check on your internal workflows or with data entry staff to investigate where any holdup might be.

Please reach out to [OMNISupport@omni.org](mailto:OMNISupport@omni.org) if you have questions or concerns!

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## Resources You Can Use



### What counts as an implementation activity (and what doesn't)?

When entering data in PBPS, it's important to consider what qualifies as an Implementation Activity - and what doesn't. Activities entered in the Implement channel should reflect the actual delivery of a strategy only. Activities related to promoting events or trainings should NOT be entered in the Implement Channel - rather, any time spent on those endeavors should be captured via your Build Capacity Channel. Promotion of strategies for recruitment efforts are all considered to be 'in service to' the training or event strategy.



### How to Use the PBPS Demographic Calculator

We are excited to share that, upon request by OMNI and CSBs, CPG has integrated the editable, downloadable demographics calculator into PBPS! When entering activity demographics, you will now see checkboxes next to each demographic option. When estimating demographics for events during which detailed demographics information could not be collected, you can now enter the number of individuals reached in the field provided, uncheck any demographics groups who were not targeted (such as young children), and then hit the "calculate" button to populate the demographics information! As always, detailed demographics information should be collected and entered whenever possible. Thanks CPG for this exciting update!

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## Community Spotlight! Crossroads CSB Leans on Staff and OMNI TA Team through Transition



The OMNI TA Team wants to celebrate how the Crossroads CSB prevention team has supported one another and sought support from the OMNI TA Team through recent staff transitions. Previous staff worked hard to ensure data entry and corrections were complete prior to their transitions, and current and new staff have proactively reached out to request data entry advice and TA meetings to learn the nuances of PBPS and evaluation planning. **Thanks, Crossroads team, for your collaborative communication and congratulations on being fully staffed!**

We know transitions are stressful and there's a lot of knowledge that's hard to pass on. Please reach out to the OMNI TA Team to connect new staff to resources and support in data entry. We're here!

## Important Dates

### March 21, 2023

- Community Forum on Youth Mental Health from 2-3:30 pm ET. Register [here!](#)

### Spring 2023

- Young Adult Survey data available on VASIS
- CSB-level FY22-23 Block Grant reports

## Quick Links:

Demographics  
Calculator

VA  
Prevention  
Works! Portal

VASIS  
Dashboard

CPG's PBPS  
System



Data Entry  
Guidelines

OMNI  
Support  
Email

Success  
Story Survey

BG  
Reference  
DEP



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